

# California Acquisition Manual

## POLICY

### PURPOSE, STATUS, VISION, MISSION

CAM 1.1

DATE: 9/24/02

**A. PURPOSE:** The California Acquisitions Manual (CAM) is a source for acquisition policies and procedures under the authority of the Department of General Services. It provides guidance to State of California acquisition professionals. The information contained herein is dynamic and updated as state law; regulation, policies and procedures are changed and updated.

**B. DEFINITIONS:**

1. California Acquisitions Manual – Contains policies and procedures for the acquisition of commodities and information technology goods and services as well as materials management. Acquisition policies apply to all contracts issued by the Procurement Division and will apply to agencies procuring under their delegated authority from the Procurement Division.
2. Pending – Document is being developed but is not available for public review.
3. Draft – Document is in a working status and public comments are welcome.
4. Authorized – Document has received all required approvals.
5. EO Review – Document is under review for compliance with Executive Order D-55-02.

**C. POLICY:**

1. The Procurement Division's Vision and Mission reflect the organization's strategic direction:
  - Vision: "The provider of choice, delivering exceptional business solutions in a dynamic marketplace"
  - Mission: "Maintaining the Public's trust, we provide contemporary professional services matching customer needs with leadership, knowledge, and expertise in acquisitions, materials management, records management, supplier relations, and technical services."
2. Quality and Customer Commitment are the guiding principles of the Procurement Division. Adherence to these principles keeps the Division focused on service to its customers.

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